



# CITY OF ATLANTA

## Job Announcement

### Financial Information Systems Manager

**STARTING SALARY: \$54,693**

**SALARY GRADE: 30**

**Applications accepted from: February 22, 2005 until Vacancy Is Filled**

#### Minimum Job Requirements\*

Must have a Bachelor's degree, Master's degree preferred, from an accredited institution in Accounting, Information Science, Finance, Computer Sciences or a related field; and five (5) years in which considerable emphasis is placed on the implementation, programming, testing and modification of complex financial systems. Experience must include four years of supervision in financial applications managing a team of technical support with broad user services. One additional year of experience may be substituted for a master's degree. Must have knowledge of financial management, budgeting and local government fund accounting. Proficiency in the use of word processing and spreadsheet software, experience with database, mainframe applications and Peoplesoft. Any equivalent combination of education and experience will be considered.

#### Duties of the Position

Plans, directs, reviews and manages the financial information systems for the Department of Finance; participates in citywide strategic planning for all technology programming and ensures that the department is abreast of all Citywide policy and practices. Duties are included, but are not limited to: directing quality assurance programs, establishing strategic policy for planning, development, and design of information needs; developing guidelines and programs, approving staff recommendations, consulting division and department heads and demonstrating continuous effort to improving operations.

#### To Apply For This Position

Submit a City of Atlanta application, your resume and cover letter describing how your qualifications meet the job requirements, transcripts of all undergraduate and graduate work, and proof of certification.

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30303

Phone: (404) 330-6369

[www.atlantaga.gov](http://www.atlantaga.gov)

FAX: (404) 658-6157

#### Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS WHO'S QUALIFICATIONS THEY DEEM MOST COMMENSURATE WITH THE POSITION. LETTERS WILL NOT BE MAILED TO INDIVIDUAL JOB APPLICANTS.

\*The examination for this position will consist of an evaluation of applicant training and experience. Offer of employment is contingent upon the successful completion of a background check, verification of qualifications, drug screen and physical examination.

02/21/2005

311130

PS:001790